

**Warren-Newport Public Library District
Lake County, Illinois
Board of Trustees**

Jo Beckwith, President
Tom Colwell, Vice President
Andrea Farr Capizzi, Treasurer
Bonnie Sutton, Secretary

Anne Linsdau-Hoepfner
Kathleen Kettman
George Kotsinis

**Regular Board Meeting
Tuesday, July 17, 2018
McCullough Room**

Call to Order, Roll Call, and Determination of Quorum

President Beckwith called the Meeting to order at 7:00 p.m.

Trustees present: Beckwith, Farr Capizzi, Kettman, Kotsinis, Linsdau and Sutton

Trustees absent: Colwell

Also present: Executive Director Ryan Livergood, Recording Secretary Celia Ornelas, Noreen Reese, Sandy Beda and Jennifer Cheng.

Pledge of Allegiance

President Beckwith led those present in the Pledge of Allegiance.

Reading of Mission Statement

President Beckwith read the Mission Statement aloud.

Public Comments, Correspondence and Communications

- a. Public Comments. None.

- b. Written:
 - i. Thank you card to the Board of Trustees from Pam Pleviak, Adult Services Librarian, for the gift celebrating her 10th Anniversary at WNPL.

Consent Agenda

- a. Secretary's report. Approval of minutes of:

- i. Regular Meeting June 19, 2018
- ii. Executive Session June 5, 2018, to be closed to the public.
- iii. Executive Session June 19, 2018 to be closed to the public.
- b. Approval of payrolls for June 2018.
- c. Approval of bills payable for July 2018.
- d. Patron suggestions from June 2018.

Trustee Kettman moved and Trustee Linsdau seconded that the Consent Agenda be approved as presented.

The motion carried on a voice vote.

Absent: Colwell

President's Report

President Beckwith presented a written report in the packet.

Reports of Other Trustees

Secretary Sutton reported that her 3-year-old grandson from Bhutan visited the library and he thoroughly enjoyed the time he spent in the Children's Department. Secretary Sutton's daughter-in-law, a teacher of autism, purchased many paperback books from WNPL's Bookends in order to donate them to the preschool in Bhutan. Secretary's daughter-in-law was very complimentary about WNPL in general, and the Children's department specifically. While visiting the library with her grandson, Secretary Sutton also had the opportunity to talk to other patrons who remarked favorably about the many services, programs, and activities provided by WNPL's Children's Department.

Trustee Kotsinis thanked the library for the availability of Hoopla. He and his family traveled recently. His children were able to download movies prior to leaving on their trip and view them while in the airplane. Trustee Kotsinis remarked that it was really very helpful.

Executive Director's Report for June 2018

Executive Director Livergood presented a written report in the packet.

Old Business

- a. Trustee vacancy update.
President Beckwith received a second application for the Trustee vacancy. Candidates will be interviewed at the August Committee of the Whole meeting. Jo will finalize the questions. Trustees should read both applications prior to the interview.

New Business

- a. Monthly financial report for May 2018.

Treasurer Farr Capizzi moved and President Beckwith seconded to approve the monthly financial report for May 2018 as presented.

The motion carried on a voice vote.

Absent: Colwell

- b. Policy 1040 Indemnification and Insurance.

Treasurer Farr Capizzi moved and Secretary Sutton seconded that Policy 1040 Indemnification and Insurance be approved as presented.

The motion carried on a voice vote.

Absent: Colwell

- c. Policy 1045 Minutes and Recordings of Executive Sessions.

President Beckwith moved and Secretary Sutton seconded that Policy 1045 Minutes and Recordings of Executive Sessions be approved as amended.

The motion carried on a voice vote.

Absent: Colwell

- d. Policy 2005 Investment of Public Funds.

Treasurer Farr Capizzi moved and Trustee Kettman seconded that Policy 2005 Investment of Public Funds be approved as presented.

The motion carried on a voice vote.

Absent: Colwell

- e. Policy 3065 Technology Use by the Public.

Trustee Kettman moved and President Beckwith seconded that Policy 3065 Technology Use by the Public be approved as amended.

The motion carried on a voice vote.

Absent: Colwell

- f. Policy 317 Life Insurance

Trustee Linsdau moved and President Beckwith seconded that Policy 317 Life Insurance be approved as presented.

The motion carried on a voice vote.

Absent: Colwell

g. Policy 319 Disability Benefits Plans

President Beckwith moved and Secretary Sutton seconded that Policy 319 Disability Benefits Plans be approved as presented.

The motion carried on a voice vote.

Absent: Colwell

h. Policy 320 457 Savings Plan

Treasurer Farr Capizzi moved and President Beckwith seconded that Policy 320 457 Savings Plan be approved as presented.

The motion carried on a voice vote.

Absent: Colwell

i. Ordinance 2018/2019-1 Building, Sites and Maintenance Levy.

Trustee Kotsinis moved and Treasurer Farr Capizzi seconded that Ordinance 2018/2019-1 Building, Sites and Maintenance Levy be approved as presented.

The motion carried on a roll call vote as follows:

Ayes: Linsdau, Farr Capizzi, Kettman, Kotsinis, Sutton, Beckwith

Absent: Colwell

j. Ordinance 2018/2019-2 Non Resident Library Card Program.

Trustee Kotsinis moved and Trustee Kettman seconded that Ordinance 2018/2019-2 Non Resident Library Card Program be approved as presented.

The motion carried on a roll call vote as follows:

Ayes: Kettman, Sutton, Linsdau, Farr Capizzi, Kotsinis, Beckwith

Absent: Colwell

k. Ordinance 2018/2019-3 Tentative Budget and Appropriations for FY 2018-2019.

Treasurer Farr Capizzi moved and Trustee Linsdau seconded that Ordinance 2018/2019-3 Tentative Budget and Appropriations for FY 2018-2019 be approved as presented.

The motion carried on a roll call vote as follows:

Ayes: Sutton, Farr Capizzi, Linsdau, Kotsinis, Kettman, Beckwith

Absent: Colwell

l. Setting the public hearing for the annual budget and appropriations.

President Beckwith moved and Treasurer Farr Capizzi seconded that the public hearing for the annual budget and appropriations be set for Monday,

September 17, 2018 at 6:45 p.m. in the McCullough Room.

The motion carried on a roll call vote as follows:

Ayes: Kotsinis, Linsdau, Kettman, Sutton, Farr Capizzi, Beckwith

Absent: Colwell

- m. Semi Annual Review of Closed Minutes
President Beckwith indicated the review will be placed on the August Regular Meeting agenda.
- n. Audit of Regular Minutes FY17-18 for Illinois Public Library Annual Report IPLAR
Executive Director Livergood explained.
Trustee Linsdau and Trustee Kotsinis volunteered to audit the minutes of the Regular Meetings Fiscal Year 2017-2018.
- o. Other potentially actionable items: Agenda items for August 2018 Regular Meeting.
 - i. IPLAR FY 2017-2018
 - ii. Treasurer’s Annual Report of all Receipts and Expenditures

Public Forum. None.

Announcements

- a. By the chair:
 - i. Upcoming calendar
 - 1. Next Committee of the Whole: Tuesday, August 7, 2018, 7:00 p.m.
 - 2. Next Regular Board Meeting: Tuesday, August 21, 2018, 7:00 p.m.
 - 3. Gurnee Days. This year’s theme is “Gurnee Days Celebrates the Decades!”
Testimonial Dinner: Thursday, August 9, 6:00 p.m.
Rib eating contest: Saturday, August 11, 2:30 p.m., and
Parade: Sunday, August 12, 2018, 12:00 p.m.
 - 4. Friends of the Library meeting: Thursday, August 23, 2018, 1:00 p.m.

Adjournment

Trustee Linsdau moved and Trustee Kotsinis seconded that the meeting be adjourned.

The motion carried on a voice vote.

President Beckwith adjourned the meeting at 7:55 p.m.

Bonnie Sutton, Secretary

Approved: _____

Celia G. Ornelas, Recording Secretary